

NOTICE TO EMPLOYEES

YOU ARE COVERED BY UNEMPLOYMENT INSURANCE

For an explanation of what this insurance means to you, ask your employer for the pamphlet A Guide to Arizona Unemployment Insurance Benefits (PAU-007-M). You may obtain additional information from the Unemployment Insurance office by calling (602) 364-2722 in the Phoenix area, (520) 791-2722 in the Tucson area, or toll free at 1-877-600-2722.

IF YOU BECOME UNEMPLOYED, YOU MAY BE ELIGIBLE FOR UNEMPLOYMENT BENEFITS IF YOU:

- ◆ Were separated from your last job for a non-disqualifying reason
- ◆ Open or reopen a claim by calling one of the phone numbers listed above
- ◆ Meet the wage requirements established by law
- ◆ Register for work at the nearest DES Job Service office
- ◆ Actively seek work and remain available and able to accept suitable employment
- ◆ Meet all other eligibility requirements

You may receive partial unemployment insurance payments if your hours and wages are reduced.

POSTING REQUIRED BY ARS § 23-772.C

P.O. BOX 6123
PHOENIX, ARIZONA 85005-6123

Equal Opportunity Employer/Program

Under the Americans with Disabilities Act (ADA), the Department must make a reasonable accommodation to allow a person with a disability to take part in a program, service, or activity. For example, this means that if necessary, the Department must provide sign language interpreters for people who are deaf, a wheelchair accessible location, or enlarged print materials. It also means that the Department will take any other reasonable action that allows you to take part in and understand a program or activity, including making reasonable changes to an activity. If you believe that you will not be able to understand or take part in a program or activity because of your disability, please let us know of your disability needs in advance if at all possible. This document is available in alternative formats by contacting the Unemployment Insurance Office.